

Bid Items Tab

Items

Item Number	Column Number	Planned Quantity
68	1	7,500.00
69	2	7,500.00
70		
71		
72		
73		
74		
75		
76		
77		
78		
79		
80		
81		
82		
83		
84		
85		

Section Headers

Add Item
 Add Column
 Standard Items
 Non-Standard Items
 Re-Set Item Nums
 UBA History Data
 Specifications
 Lump Sum Breakout Items
 Item Comments (none)

Delete Item
 Delete Column
 Sort
 Save
 Move Item
 Spreadsheet
 Item Report

Bid Item Description

Section Header: 19 OTHER ITEMS
 Standard Item: 7715 FORCE ACCOUNT
 Non-Standard Item:
 Add On Description: EROSION CONTROL ITEMS
 Unit Price: 1.0000 Unit Measure: EST. Prequal Code: A1

Place Bid Items on order by Construction Sequence,

Assign all Bid items to a Column(s) And enter a Planned Quantity

For Standard Bid Items, all information In the "Bid Item Description" pane is Auto-filled except the Add On Description and the Unit Price. When entering a non-listed , Non-Standard item, Be sure to fill in all of these fields with the appropriate data.

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|----------------------------------|---|
| Add Item - | Adds a field to enter a bid item number
Adds Bid Item Description fields. |
| Add Column - | Adds a Column Field to assign the Bid Item to, also adds the Planned Quantity Field. |
| Standard Items - | Opens the Standard Item Selection Window. |
| Non-Standard Items - | (Not yet fully implemented) |
| Re-Set Item Numbers - | Re-numbers all bid items shown in the "Bid Item Number pane" as they currently sit in numeric order. |
| UBA History Data - | Displays the Unit Bid Price Data for the bid item currently selected. |
| Specifications - | Displays the Standard Specifications for the bid item currently selected. |
| Lump Sum Breakout Items - | Opens a worksheet to list and calculate all the items within a Lump Sum item. Commonly used for Superstructure bid items. |
| Item Comments - | Provides an area to enter special information concerning the currently selected bid item. |
| Delete Item - | Deletes the selected Bid Item. |
| Delete Column - | Deletes the selected column. |
| Sort - | Sorts all the Bid Items in the "Bid Item Number" pane by the placement number they are currently assigned to. |
| Save - | Saves revisions to made to the data. |
| Move Item - | Moves an existing bid item to a new position in the "Bid Item Number" pane. (The "Re-Set Item Number" button should be used to re-set the item numbers after each use of the "Move Item" button). |
| Spreadsheet - | Displays in a spreadsheet type format all Bid Items/ totals, and their Group and Column placement. |
| Item Report - | Opens the Item Report. |